

SPARTANBURG COUNTY DISTRICT 4 BOARD MEETING NOTES

January 2, 2017

The District 4 Board of Trustees held its regular meeting Monday, January 2, at 7:30 p.m. in the Board Room. Agenda notices were distributed to Spartanburg Herald Journal and listed on the District website at spartanburg4.org/do/agenda.

Secretary Joni Phillips called the meeting to order. Minutes of the December 5 meeting were approved.

The following reports were given:

Woodruff Primary School

Mrs. Hodge gave the following report:

1. Calendar of Events for January 2017 is attached.
2. The Spartanburg Academic Movement (SAM) is working with districts in Spartanburg County on an initiative to improve 4k attendance. A child is considered chronically absent if they miss two days in a month. "Attending school regularly matters! In an effort to assist families with creating healthy habits regarding school, we are asking for your participation in the **Strive for 5** project. **Strive for 5** is a way to encourage students to attend school on time each day. Your child's teacher will work with the students to emphasize the importance of attendance."
3. Visitors from District 1 will observe in 4K classrooms on January 24.
4. First and second graders completed MAP assessments in December. Teachers and members of the leadership team are reviewing student, class, and grade level data as we plan for the second semester.
5. We were very pleased with the turnout for "Visit with Santa" on December 8.
6. Mid-year evaluations for teachers who are being formally evaluated have been completed. WPS administrators have reviewed the results of the SAFE-T evaluation with those teachers.
7. We will celebrate students' achievements (4K – 2nd grade) on our Success Days in January.

December				
Grade Level	# on Roll	# in PS	Difference	Why
Early Head Start	8	8	0	
Family Literacy	3	3	0	
1/2 day 3K	5	5	0	
Full day 3K	65	71	-6	1 McT and 5 Moon
4k	156	158	-2	1McT and Harvey 1
5K	200	201	-1	Harvey 1
1st	200	204	-4	Harvey 4
2nd	209	210	-1	Harvey 1
Special Education	7	7	0	
	853	855	-2	2McT

January

Community Project: Food Drive for Helping Hands of Woodruff

Character Value Emphasis: Integrity

Career Focus: "Down on the Farm" (Agriculture, Food, and Natural Resources)

1 – 31 – School Board Recognition Month *Thank a School Board Member for providing excellent leadership and vision for Spartanburg District 4.

- 2 – Teacher Inservice Day – No School for Students
- 4 – Report Cards Issued (PreK–2nd Grade)
- 9–13 – School Mall Fundraiser
- 16 – Dr. Martin Luther King, Jr. Holiday – No School
- 17–20 – Success Days (PreK–2nd Grade)
- 18 – Class Picture Day
- 25 – 100th Day of School
- 27 – School Family Celebration – Wear School T-Shirts

Woodruff Elementary School

Mrs. Brewton gave the following report:

1. Current Enrollment

3 rd Grade – 201	4 th Grade – 213
	5 th Grade – 191
	Total 605
2. November 21: Winter MAP Testing began. Students and teachers will use the results to evaluate student academic growth and update classroom, hallway, and classroom data boards. Administrators will continue to engage in MAP conferences with teachers to review and discuss individual student progress. Winter MAP testing concluded on December 16, 2016.
3. November 30: SOAR students attended the performance of *The Lion, the Witch, and the Wardrobe* at the Chapman Cultural Center with teacher Dana Grant.
4. December 5: Spartanburg School District 4 representatives Ann Hodge and Argyl Brewton attended the USC-Upstate Fall 2016 Education Recruitment Fair. Information packets were distributed to graduating USC-Upstate students who were interested in future employment opportunities.
5. December 5-9: The PTO organized the Penguin Patch Christmas Shop for students. WES third, fourth, and fifth grade students were provided the opportunity to purchase Christmas gifts for family members at a significantly reduced cost.
6. December 12: WES staff members donated Christmas toys to the Woodruff Community Center in memory of former third grade teacher, Lena Kirstein. This is an annual donation drive.
7. December 13: AdvancED School Surveys were distributed to WES parents as a follow-up of the renewal self-evaluation process. Students and staff members will also complete surveys as stakeholders.
8. December 15: WES students celebrated Cocoa and Cookies with Santa in the school cafeteria. Hosted by fifth grade students, proceeds will fund needy students who wish to attend the fifth grade field trip to Charleston in the spring. All students shared a visit with Santa and enjoyed a snack.
9. December 16: Music teacher Bradd Parton conducted the annual Christmas Program in the District 4 Activity Center. Fifth grade students, WE Singers, and Steel Drum members performed for parents, staff, and community members. At the conclusion of the program, all attendees participated in a Christmas sing-along.

Woodruff Middle School

Mrs. Brown gave the following report:

1. Current enrollment figures:

6 th – 208
7 th – 194

2. Report cards for first semester will be sent home with students Wed., Jan 4. Third nine weeks interim reports go home Wednesday, Feb 8.
3. Beta Club sponsored a Kindness Challenge in the month of December. Students donated 756 canned goods items that were presented to the Wodoruff Soup Kitchen and to Helping Hands.
4. Seventeen 8th graders have qualified as Junior Scholars, up from 11 last year and 12 the year before. Students took the PSAT in October and earned qualifying scores equivalent to juniors in high school in one or more of three areas- critical reading, math, and writing. The county-wide ceremony honoring these students is scheduled March 2 at Converse at 6 pm.
5. Congratulations to 7th grader Alexis Woody for having her artwork selected as the 2016 Christmas Card for Woodruff Middle School. Alexis as well as Emily Brown, Joanna Jones and Skylar Klomprens have art work on display at the Woodruff Animal Clinic.
6. Edward Jones sponsors Athlete of the Week recognition for Woodruff Middle School athletes. Winter sports recognition goes to Brandon Rosales, wrestling, and Jailen Tribble, boys basketball.

Calendar of Events:

January 2	Teacher In-service
January 4	Report cards go home
January 6	8 th Tour of Woodruff High School
February 24	6 th Field Trip Georgia Aquarium
March 2	Junior Scholar Recognition, Converse College, 6 pm
April 29	Carowinds Choral Festival

Woodruff High School

Dr. Aaron Fulmer reported the following:

1. The WHS Chorus and Band presented a music program during an assembly prior to Christmas holidays in addition to community concerts in December. The WHS Chorus performed at Woodruff First Baptist Church and for the Rotary Club. The WHS Marching Band performed in the Woodruff Christmas Parade and the Enoree Christmas Parade.
2. The state mandated teacher evaluation process is on schedule and will be completed this spring.
3. WHS Freshmen and Sophomores attended a field trip to the R.D. Anderson Vocational Center on December 1 and 2 to explore the training and educational options at the center.
4. WHS held first semester exams on December 14, 15 and 16. First Semester Report Cards will be issued on January 4, 2017.
5. The WHS Student Council sponsored a food drive class competition to benefit Helping Hands of Woodruff. The Sophomore class won the competition and will get to go to lunch first during the first week of the new year.

Instructional Reports

Instructional Reports

Ms. Karen Neal reported the following:

1. School and district administrators continue to prepare for state testing which begins in February with ACT, NAEP, and WIDA. Students in grades 3-8 will take ELA, math and writing tests called SC Ready, and students in grades 4-8 will take PASS Science and Social Studies during the last 30 days of the school year. All tests will be given online. In addition, District 4 will also be participating in STAR testing in February and March to identify G/T students.
2. Current enrollment at Fresh Start is 7. Current enrollment at Project HELP is 10. Three students have completed units of proficiency credit through Wolverine Express.

3. Quarterly and semester grades were entered, and report cards for WES, WMS, and WHS were printed via Power School for distribution on January 4.
4. The preregistration process for 17-18 is underway with class meetings, district enrollment reviews, and initialization of the scheduling process in PowerSchool.
5. Administrators and staff have been busy in submitting reports to the SDE to include 45-day funding reports, pre-coding, and special population's reports.
6. The induction class for first year teachers continues to meet monthly.
7. District administration is reviewing SLO data from winter assessments in keeping with state regulations.
8. All Spartanburg county school districts will recognize all Junior Scholars at an awards presentation on Thursday, March 2 at 6:00 PM at Converse College. Woodruff Middle School has identified 17 Junior Scholars.
9. All Safe-T teacher evaluations and teacher conferences have been completed for first semester.

Dr. Kim McAbee provided the following report:

1. Several courses will be offered to teachers during Spring 2017 at no or minimal cost. The SCDE and/or District 4 are sponsoring three courses in gifted education: Nature and Needs of Gifted and Talented Students, Introduction to Curriculum and Instruction for Gifted and Talented Students, and Creativity Institute (Summer 2017). These courses will be offered through Converse College and USC Upstate. Most courses are hybrid courses with a combination of face-to-face meetings and online sessions. In addition to the courses in gifted education, teachers and administrators have the opportunity to take the required Read to Succeed courses through VirtualSC at a cost of \$85.00 per course. Each course will provide 60 credits toward certificate renewal.
2. The Read to Succeed Office recently released the Read to Succeed Third Grade Retention Guidance Document (Fall 2016). The R2S Office also released a Frequently Asked Questions document in December (attached) that addresses questions regarding reading plans, readiness assessments, third grade retention, summer reading camps, educator requirements, literacy coaches, students with disabilities and English language learners, interventions, and parent-family and school-community partnerships.
3. The District Four Literacy Team met in December to review the District Literacy Plan and to identify 3 areas of focus for the 2017-18 school year. These goals will need to be submitted to the SCDE in April 2017. This team will meet January 19th to review ELA assessment data.
4. The SCDE Office of Standards and Learning will be revising the *South Carolina Gifted and Talented Best Practices Manual* in Spring 2017. The current guidelines were developed in 2006.
5. The Choral and Band Christmas Concerts were held in the District Four Activity Center and were well attended by families, friends, and community members. District Four is very appreciative of Mrs. Carla Blanton (Choral Director), Mr. Brian Grant (Band Director), and Mr. Dylan Sims (Assistant Band Director) and their commitment to developing students' musical abilities.
6. The Adult Education Program is currently serving 46 students. The morning session serves 21 students in the GED program and 7 students in the diploma program. The evening session serves 18 students in the GED program. Three students earned WorkKeys certificates (2 silver and 1 bronze) on December 8th. Three students took portions of the GED exam (four-part test) in December and one student is scheduled for January.

Mrs. Mary Johnson provided the following report:

1. **Special Education Teachers' Meeting** - On January 2, 2017 a Special Education Teachers' Meeting will be held to start working on the details of the 2017-2018 Special Education Audit plan. This plan was given to the teachers in October to give them an overview of what to

expect during the audit. There are 3 possible outcomes of an audit: recommendations, findings, or the requirement to develop a corrective action plan.

2. **Medicaid Changes** - Many Medicaid recipients are now insured by another insurance carrier in addition to Medicaid. So there have been some changes made in Medicaid billing. In August we received new parental consent forms from the State Department that allow school districts to bill Third Party Insurance Carriers, TPL's, in addition to Medicaid. We were told that January was the tentative starting date for this process. Starting in January, if a family has a Third Party Insurance, Medicaid will no longer reimburse districts for services provided until the Third Party Insurance Agency has been billed. On November 17 we went to Greenville to meet with our Medicaid biller, PCG, to discuss the mandate of Third Party Billing, starting in January. PCG told us the requirements for Third Party billing, but they didn't tell us what their role would be in this process. On December 12 we went to Columbia to discuss the requirements for Third Party billing and the process. The process is very complicated. It starts with the District's Medicaid Representative going through the current billing for all Medicaid eligible students in the district to find out which Third Party Insurance Companies are used by families in the district. Then the District's Medicaid Representative must negotiate a contract with each of these companies. The District's Medicaid Representative must submit bills to these companies. These Third Party Insurance Companies will pay their allotted amount and send an Explanation of Benefits, EOB, to the parents and the District's Medicaid Representative. The District's Medicaid Representative will forward the EOB to our Medicaid biller, PCG. PCG will pay either the balance of the allotted reimbursement or the maximum amount allowed by the state. This process is so time consuming that many districts have asked our Medicaid biller, PCG, to assume the role of Third Party Biller, in addition to Medicaid Biller. On January 12 we have a meeting scheduled with PCG to discuss the role that they are willing to assume in this process and the additional fee involved.
3. **Child Count Certification** - The preliminary Child Count of Special Education students served in the district was submitted October 25th. The final count was submitted on November 30th. On January 13, 2017 the Superintendent will sign a form, verifying that the Child Count is accurate. This count will be used as the basis of all Special Education financial disbursements for the 2016-2017 school year.
4. **Maintenance of State Fiscal Support Settlement** - The South Carolina Department of Education, SCDE, has received a financial settlement from a lawsuit filed on behalf of School Districts in SC against the Federal Government. The Federal Department of Education plans to reimburse the districts in 3 Tiers. We will receive money on Tier I. Tier II and Tier III will be dispersed to At Risk districts. In order to receive the money each School District will be required to sign a Memorandum of Agreement (MOA) that outlines the requirements for use of these funds by December 26. In addition to the signed MOA, each LEA must submit both a Spending Plan and an Impact Plan for approval by the SCDE by January 31. On December 5 the Office of Special Education Services provided each School District with a data profile, to assist in identifying one or more focus areas in its Spending and Impact Plans. Each School District will be required to specify in these plans how they will expend funds and the intended impact these funds will have, related to specific program areas for students with disabilities (e.g., improving graduation rates, improving reading proficiency, improving behavioral outcomes, etc.). Upon receipt of a signed MOA, and approved Spending and Impact plans, the SCDE will release settlement funds to each School District in monthly installments. During the release and expenditure of funds, each School District must submit routine expenditure reports and is subject to additional fiscal monitoring. In addition, the OSES, using an external evaluator, will determine the impact of the Spending Plan and draft a report with the results of the impact evaluation in an external report. All Tier I funds must be expended by June 30, 2018. Once funds are used, Districts will be required to submit a final report to the OSES, summarizing the impact of this funding on their Special Education student populations.

Facilities

Board members received a printed update of facilities projects.

Superintendent

1. Provided copies of revised policies for board members to update Policy Manuals.
2. Dates of SCSBA Annual Conference are Feb. 16-19, 2017.
3. Copies of the 2017-18 personnel timeline were provided.
4. Reminded members that the Statement of Economic Interest forms must be submitted by March 30, 2017 and noted change in reporting information that added the name and type of non-state income.
5. Copies of a sample contract and letter that will distributed to employees were provided as information.
6. Presented Joni Phillips with a pin and certificate from SCSBA in recognition of 20 years of service on the District Four Board of Trustees.

BOARD ACTION

1. Approved tentative 2017-2018 calendar.
2. Approved Lala Schaedel as Speech-Language Pathologist at WES for remainder of the 2016-17 school year.
3. Approved District Administrative Staff and Principals for the 2017-2018 school year.